

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
OCTOBER 24, 2016

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of October was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, October 24, 2016, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller and City Attorney Skip Wieser.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – OCTOBER 10, 2016
- 1.2 BILLS PAYABLE THROUGH OCTOBER 20, 2016
- 1.3 CASH BALANCE ACTIVITY REPORT – SEPTEMBER 2016
- 1.4 LIBRARY REPORT – SEPTEMBER 2016

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.1 – 2017 MTU OPERATIONS AGREEMENT AND VEHICLE LEASE

Keith Lee from La Crosse MTU and Jean Meyer from MnDOT reviewed with City Council the proposed 2017 MTU Operations Agreement. The proposed 2017 Agreement has been expanded to include bus service on Saturday. They are still working to finalize the City's share of the local bus service and it will be necessary to modify the proposed 2017 general fund budget to reflect the added cost of Saturday service. It was recommend

to City Council to adopt the 2017 Operations Agreement and vehicle lease as proposed, and authorize the necessary signatures. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE 2017 OPERATIONS AGREEMENT BETWEEN THE CITY OF LA CROSSE AND THE CITY OF LA CRESCENT, MINNESOTA PERTAINING TO PUBLIC TRANSPORTATION BY BUS AND THE 2017 VEHICLE LEASE AND TO AUTHORIZE MAYOR AND CITY ADMINISTRATOR TO EXECUTE.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.2 – GREENSTEP PROGRAM UPDATE

Alison Bettin, Intern for the GreenStep Program, updated City Council on the program. This was informational and no action was taken.

ITEM 3.3 – APPLEFEST PARADE POLICY

La Crescent Police Chief, Doug Stavenau, gave an overview to City Council of the La Crescent Public Right-of-Way Policy for Applefest King Parade. The policy states that no person shall place any items marking a specific area or space reservation on the public right-of-way or boulevard no sooner than 5 p.m. central time on the Friday before the annual parade. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE LA CRESCENT PUBLIC RIGHT-OF-WAY POLICY FOR APPLEFEST KING PARADE.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.4 – LA CRESCENT FIRE RELIEF ASSOCIATION

Tim Moore from the La Crescent Fire Department Relief Association reviewed with City Council a request to review a proposed increase in the annual benefit from \$1,750.00 to \$2,000 for each year of service to the department. There would be no contributions from the City. It was recommended that members of City Council that have personal interest in this matter abstain from voting. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

MOTION TO AUTHORIZE THE INCREASE IN THE LA CRESCENT FIRE DEPARTMENT RELIEF ASSOCIATION ANNUAL BENEFIT FROM \$1,750.00 TO \$2,000 FOR EACH YEAR OF SERVICE TO THE DEPARTMENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Brian Krenz	Yes
Dale Williams	Yes

Member Buehler, Member Hutchinson and Mayor Poellinger abstained from voting. The motion was declared duly carried by a 2-0 vote.

ITEM 3.5 – APPLE BLOSSOM POINT ROAD

Pete Peterson from Edina Realty reviewed with City Council a request to convert the private roads in Apple Blossom Point development to public streets as an agenda request. Also reviewed was a memo to the developers/property owners, and their responses to the memo. City Council will need to decide if the property owners/developers should be required to construct a street to City standard and provide an improved access to Horse Thief Ridge as conditions for the City assuming responsibility for the roads/streets in the development. It was recommended to establish a sub-committee to include Member Buehler, Mayor Poellinger, City Administrator, and the City Engineer to meet with the developers. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE ESTABLISHMENT OF A SUB-COMMITTEE TO INCLUDE MEMBER BUEHLER, MAYOR POELLINGER, CITY ADMINISTRATOR, AND THE CITY ENGINEER TO MEET WITH THE DEVELOPERS REGARDING CONVERTING THE PRIVATE ROADS IN APPLE BLOSSOM POINT DEVELOPMENT TO PUBLIC STREETS.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.6 – ACCESS TO SPRINGBROOK VILLAGE SITE

One of the conditions of the conditional use permit that was approved for SpringBrook Village development was that all vehicles accessing the site during the construction phase will not use Rosewood Drive to access the construction site. Dale Olson gave an overview of the project to City Council. City Attorney Wieser reviewed with City Council the conditional use permit and the development agreement. Jim Reedy from Reedy Concrete Construction was present to request and review with Council that they be allowed to access the construction site on a very limited basis from Rosewood Drive. Travis Zenke was also present to give details of when trucks would need access. It was recommended to City Council to consider granting this request to proceed without additional delays and as it is a one-time request. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO AMEND THE CONDITIONAL USE PERMIT FOR SPRINGBROOK VILLAGE DEVELOPMENT AND GRANT REQUEST TO PERMIT DEVELOPER TO USE ROSEWOOD DRIVE AS AN ACCESS ON TWO OCCASIONS FROM NOVEMBER 14-25 WITH CONDITION THAT DEVELOPER PROVIDE SUFFICIENT FINANCE SECURITY FOR ANY DAMAGES TO ROSEWOOD DRIVE IN SATISFACTION OF CITY ADMINISTRATOR, CITY ATTORNEY AND CITY ENGINEER.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.7 – STATE OF MINNESOTA GRANT CONTRACT

City Administrator Waller reviewed with City Council a grant contract with the State of Minnesota in the amount of \$400,000 for a portion of the costs associated with the second phase of the Wagon Wheel improvement project. This portion of the project will be constructed in 2017. It was recommended to City Council to approve the grant project and authorize the necessary signatures. Following discussion, Member Krenz made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE GRANT CONTRACT BETWEEN THE STATE OF MINNESOTA AND THE CITY OF LA CRESCENT IN THE AMOUNT OF \$400,000 FOR A PORTION OF THE COSTS ASSOCIATED WITH THE SECOND PHASE OF THE WAGON WHEEL IMPROVEMENT PROJECT TO BE CONSTRUCTED IN 2017 AND TO AUTHORIZE THE NECESSARY SIGNATURES TO THE CONTRACT.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.8 – PERSONNEL COMMITTEE RECOMMENDATION

City Administrator Waller reviewed with City Council two recommendations from the Personnel Committee. The first recommendation was that the probationary status be removed for Tom Paulson as Fire Chief for the La Crescent Fire Department. Effective November 9, 2016, Mr. Paulson will have successfully completed his one year probationary period. Following discussion, Member Buehler made a motion which was rescinded due to personal interest. As in the past, members of the City Council that have a personal interest in this matter should abstain from voting. Member Williams then made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE PROBATIONARY STATUS BE REMOVED FOR TOM PAULSON AS FIRE CHIEF FOR THE LA CRESCENT FIRE DEPARTMENT EFFECTIVE NOVEMBER 9, 2016, AS HE HAS SUCCESSFULLY COMPLETED HIS ONE YEAR PROBATIONARY PERIOD.

Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Brian Krenz	Yes
Dale Williams	Yes

Member Buehler, Member Hutchinson and Mayor Poellinger abstained from voting. The motion was declared duly carried by a 2-0 vote.

It was also recommended that the probationary status be removed for Cassandra Buehler and Shane Eastman as Training/Safety Officers for the La Crescent Fire Department. Effective October 25, 2016, they will have successfully completed their one year probationary period. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE PROBATIONARY STATUS BE REMOVED FOR CASSANDRA BUEHLER AND SHANE EASTMAN AS TRAINING/SAFETY OFFICERS FOR THE LA CRESCENT FIRE DEPARTMENT EFFECTIVE OCTOBER 25, 2016, AS THEY HAVE SUCCESSFULLY COMPLETED THEIR ONE YEAR PROBATIONARY PERIOD.

Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Brian Krenz	Yes
Dale Williams	Yes

Member Buehler, Member Hutchinson and Mayor Poellinger abstained from voting. The motion was declared duly carried by a 2-0 vote.

ITEM 3.9 – DECEMBER CITY COUNCIL MEETING SCHEDULE

It was recommended to City Council that in December, 2016, that City Council combine the two meeting dates for the month, and have just one City Council Meeting on December 19, 2016. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE COMBINING THE TWO CITY COUNCIL MEETING DATES FOR THE MONTH OF DECEMBER AND HAVE JUST ONE CITY COUNCIL MEETING ON DECEMBER 19, 2016.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.10 – 2017 GENERAL FUND BUDGET REVIEW

City Administrator Waller gave an overview to City Council of the proposed 2017 general fund budget and the proposed resolution that sets the preliminary levy. A general discussion was held. No action was taken.

ITEM 8 – CHAMBER OF COMMERCE

The La Crescent Chamber gave an update on their activities including the Holiday Train will be in La Crescent on December 4, 2016 at 7:30 PM.

There being no further business to come before the Council at this time, Member Buehler made a motion, seconded by Member Hutchinson, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:44 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator